



## OPERATIONAL MEMO

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| <b>TITLE:</b>                             | <b>LEVEL OF CARE OPERATIONAL CHANGES</b>   |
| <b>SUPERSEDES NUMBER:</b>                 | <b>HCPF OM 20-053</b>  |
| <b>EFFECTIVE DATE:</b>                    | <b>APRIL 21, 2021</b>  |
| <b>DIVISION AND OFFICE:</b>               | <b>CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING</b>  |
| <b>PROGRAM AREA:</b>                      | <b>CASE MANAGEMENT AGENCIES, NURSING FACILITIES, PROVIDERS</b>   |
| <b>KEY WORDS:</b>                         | <b>COVID-19, CORONAVIRUS, CASE MANAGEMENT, FUNCTIONAL ELIGIBILITY ASSESSMENT, LEVEL OF CARE, ULTC 100.2, PROFESSIONAL MEDICAL INFORMATION PAGE, NURSING FACILITY TRANSFERS</b> |
| <b>OPERATIONAL MEMO NUMBER: OM 21-038</b> |  |
| <b>ISSUE DATE: APRIL 21, 2021</b>         |  |
| <b>APPROVED BY: BONNIE SILVA</b>          |  |

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*HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>*

### **Purpose and Audience:**

The purpose of this Operational Memo is to inform Case Management Agencies (CMAs) and providers of operational changes to the Level of Care Assessment requirements for certain programs.

### **Information:**

Effective April 2, 2020, the Department of Health Care Policy & Financing (the Department) implemented a temporary modified process for CMAs completing the Level of Care Assessment when a member is requesting a Nursing Facility to Nursing Facility transfer. The Department is adopting the modified process moving forward to support streamlined and simplified access for our members to live in the setting of their choice.

When a CMA is notified of the request for a member to transfer Nursing Facilities, the case manager shall perform the following steps:

- Copy the member's existing ULTC 100.2 assessment as a Nursing Facility Transfer and issue a ULTC 100.2 certification indicating the receiving Nursing Facilities name and start date to the County Department of Human/Social Services.
- The ULTC 100.2 end date will remain the same as the original certification.
- A new Professional Medical Information Page (PMIP) is not required to complete the transfer.
- The Case Manager will notify the appropriate County Department of Human/Social Services' Medicaid Financial Eligibility technician and the receiving Nursing Facility of the new ULTC 100.2 certification.
- New Pre-Admission Screening and Resident Review (PASRR) preadmission Level I screens and Level II evaluations are not required for residents who are being transferred between nursing facilities (NF) (42 C.F.R. §483.106(b)(4)).

During a nursing facility transfer, if the receiving facility is not certain whether a PASRR Level I had been conducted at the resident's previous facility, a Post Admission Level I (PAL) may be conducted by the admitting facility as part of the admission. A Resident Review should follow a positive PAL.

Questions regarding this guidance can be sent to [HCPF HCBS Questions@state.co.us](mailto:HCPF_HCBS_Questions@state.co.us).

**Attachment(s):**

None

**Department Contact:**

[HCPF HCBS Questions@state.co.us](mailto:HCPF_HCBS_Questions@state.co.us)

**Department COVID-19 Webpage:**

<https://www.colorado.gov/pacific/hcpf/COVID>